

## **Oct. 7 ListManager Message: Sandbox Now Available**

After being temporarily offline to receive an update, the DMV Modernization Project Sandbox is again available. You may now log in and practice as usual.

### **What's New?**

See how the latest code move affected Sandbox functions in the [What's New in Sandbox](#) document posted on the [Sandbox](#) page under the [Training](#) tab.

### **Restock Inventory**

Please remember that during each Sandbox update, all customer and vehicle records added during county Sandbox practice are wiped clean and some counties may need to restock their inventory before proceeding with transactions.

To restock your inventory, follow the step-by-step instructions in the [Manage Inventory](#) document that are specific to the Sandbox environment.

### **Open Your Cash Drawer**

To open your cash drawer, follow the step-by-step instructions in the [Opening Your Cash Drawer](#) document.

### **Re-establish Your User Profile**

Sandbox updates also will occasionally wipe clean a user's profile, so check whether your profile still exists before beginning transactions. Recall that Lab 1-1: Profiles - Managing Locations and Printers in the [Getting Started With MOVRs](#) training document explains how to set up a user profile.

### **Verify Accuracy of Converted Data**

Remember that we need all system users to verify the accuracy of their own information in Sandbox after each update we make to it. You will do this by looking for your personal customer record to make sure that all vehicles you own are there and that the information is correct.

The steps you need to follow are listed in the [Verifying Accuracy of Converted Data](#) document posted on the [County Resources](#) page of our website. The document includes points of contact should you have questions about the instructions or you come across data that is incorrect.

### **EZ Registration Renewal**

The EZ registration renewal transactions do not work consistently. Don't take it personally and don't let it frustrate you. Just keep trying.

### **Insurance Information**

In registration transactions, insurance information will be prepopulated from the Insurance Book of Business.

## What's New in Sandbox

A basic Title and Registration transaction –

New on the **Vehicle Status** Tab

The screenshot shows the 'Title And Registration' application window. The 'Vehicle Status' tab is selected and highlighted with a red circle. The window displays various fields for vehicle information, including VIN, Location, Set, and tabs for Application, Vehicle Status, Fee Detail, Taxes, Registration Detail, Relate Customers, Insurance, Mailing, Credits, Documents, and Exceptions.

**Vehicle Information:**

- VIN: 1HFSC2219TA 800155
- Vehicle: 1996 Honda GL1500A/2
- Veh Type: Motorcycle
- Location: Ellsworth - Primary
- Set: <New Set>

**Previous Title:**

Title #	Title Type	Electronic	State	Title Issued Date
R1646106	Regular	No	KS	01/08/2010

**Previous Registration:**

Registration (From/To and Disposition)	Usage (Tons)
5/1/2011 - 5/31/2012	Regular

**Cancel Previous Title:**

Cancel Reason	Cancel Date
Pending Cancel	10/06/2011

**Previous Ownership:**

Ownership Status:  Ownership Transfer Reason: Cancel - Voluntary Transfer

Customer ID	ID Type	Legal Name	Residency Address	Date of Birth	Priority	Ownership Status	Ownership Status
			Hoxie KS 677404173		1	1	Or
					2	0	

**Security Interests:**

SI ID#	Legal Name	Residency Address	Recorded Date	Cancel Date	Cancel Reason	SI Mailing Address	Ownership Status	Ownership Status
--------	------------	-------------------	---------------	-------------	---------------	--------------------	------------------	------------------

**Dealer Reassignments:**

Order	Issued	Expires	Assignment ...	License #	For ...	Name	Address
-------	--------	---------	----------------	-----------	---------	------	---------

**Buttons:**

- ☐ More Dealers
- ☐ New Vehicle
- Add Foreign Dealer
- Add Kansas Dealer
- Search SI App
- Validate
- Pay Now
- Pay Later
- Hold
- Deny
- Print App
- Revert
- Cancel

### Vehicle Status Tab:

New functionality on the Vehicle Status Tab:

- **Previous Title area**  
The Previous Title area displays the previous title information
- **Previous Registration area**  
The Previous Registration area displays the previous registration information.

- **Previous Owner area**

The Previous Owner area displays information about the vehicle's previous owner.

- **Security Interests area**

The Security Interests area displays information for any active security interests related to either the vehicle or the customer.

## New on the **Taxes** Tab

**Title And Registration**

VIN: 1HFSC2219TA 800155  
 Vehicle: 1996 Honda GL1500A/2  
 Veh Type: Motorcycle  
 Location: Ellsworth - Primary  
 Set: <New Set>

Application | Vehicle Status | Fee Detail | **Taxes** | Registration Detail | Relate Customers | Insurance | Mailing | Credits | Documents | Exceptions

**Property Tax**

Class Code	Current Mill Levy Rate	Property Tax Exemption	Current Year Tax	Prior Year Tax	Prior Year Interest	Total Due
015	0.118009		\$0.00			\$0.00

Tax Unit: 015  
 Prior Mill Levy Rate:

**Sales Tax**

**Buyer Information**

Name: McCall, Amanda M  
 Address Line 1: 4448 SE Grand Oaks Ave  
 Address Line 2:   
 City: Topeka  
 State: KS Zip Code: 666091645 Country: USA

**Seller Information**

Name:   
 Address Line 1:   
 Address Line 2:   
 City: Hoxie  
 State: KS Zip Code: 677404173 Country: USA

**Other**

Gross Purchase Price:   
 Trade-In Amount:   
 Net Purchase Price:   
 Sales Tax Paid:   
 Exemption:   
 Exception:   
 Data Requirement(s) for exemption:

**Isolated Sales Tax**

State Sales Tax	\$0.00
County Sales Tax	\$0.00
City Sales Tax	\$0.00
Special District Sales Tax	\$0.00

Update Tax Rates

Search SI App | Validate | Pay Now | Pay Later | Hold | Deny | Print App | Revert | Cancel


### Taxes Tab:

New functionality on the Taxes Tab:

- **Buyer Information** area displays buyer information and details of various tax rates.
- **Seller Information** area displays seller information and details of various tax rates.

- **Other** area displays the gross purchase price, any applicable trade-in amount, the net purchase price and sales tax paid. It will also show any exemptions.
- **HOW TO:** Enter the Gross Purchase Price and push the tab key. Click the Update Tax Rates button. The applicable tax rates should populate accordingly. **(Note: If an Exemption or Exception is selected from the corresponding dropdown menus, the Data Requirement for the Exemption and a Gross Purchase Price (\$0.00) must be entered.)**

**Title And Registration**

VIN  1HFSC2219TA 800155

Location Geary - Primary

Vehicle 1996 Honda GL1500A/2 Veh Type Motorcycle Set <New Set>

Application Vehicle Status Fee Detail **Taxes** Registration Detail Relate Customers Insurance Mailing Credits Documents Exceptions

**Property Tax**

Class Code	Current Mill Levy Rate	Property Tax Exemption	Current Year Tax	Prior Year Tax	Prior Year Interest	Total Due
015	0.117198		\$18.77			\$18.77

Tax Unit 010 Prior Mill Levy Rate

**Sales Tax**

**Buyer Information**

Name McCall, Amanda M

Address Line 1 4448 SE Grand Oaks Ave

Address Line 2

City Topeka

State KS Zip Code 666091645 Country USA

State Sales Tax Rate 6.30

County Sales Tax Rate 1.15

City Sales Tax Rate 1.50

Special Tax District Rate

**Seller Information**

Name

Address Line 1

Address Line 2

City Hoxie

State KS Zip Code 677404173 Country USA

State Sales Tax Rate 6.30

County Sales Tax Rate 2.00

City Sales Tax Rate

Special Tax District Rate

**Other**

Gross Purchase Price \$5,000.00

Trade-In Amount

Net Purchase Price \$5,000.00

Sales Tax Paid

Exemption

Exception

Data Requirement(s) for exemption:

**Isolated-Residential Sales Tax**

State Sales Tax	\$315.00
County Sales Tax	\$100.00
City Sales Tax	\$75.00
Special District Sales Tax	\$0.00

Update Tax Rates

Search SI App Validate Pay Now Pay Later Hold Deny Print App Revert Cancel

## New on the Registration Detail Tab

The screenshot displays the 'Title And Registration' application window. At the top, the VIN is 1HFSC2219TA 800155 and the Location is Ellsworth - Primary. The Vehicle is a 1996 Honda GL1500A/2, and the Veh Type is Motorcycle. The Set is <New Set>.

The 'Registration Detail' tab is active, showing a table of registration periods. The table has columns for Start, End, Usage, Plate Type, Fee Description, Annual Fee, Fee Amount, Depreciated MSRP, and Declared Weight. One record is shown for the period 11/01/2011 to 08/31/2012, with a Regular usage, Standard MC plate type, and an annual fee of \$16.00.

Below the table, there are sections for 'Registration Decals' and 'Registration Plates'. The 'Registration Decals' section shows a table with columns for Decal Nu..., Decal Type, and Usage. One record is shown for AUTOASSIGN, Renewable Registration Tab, with a Regular usage. The 'Registration Plates' section shows a table with columns for Get Reg..., Plate #, Plate Type, and Usage. One record is shown for Get Plate, AutoAssign, Standard MC, with a Regular usage.

At the bottom, there is a 'Renewal Preference' section with a dropdown menu set to 'Postal'. Below that is a 'GVW' section with dropdown menus for GVW Class, Declared Weight, and End Date.

The bottom of the window contains a row of buttons: Search SI App, Validate, Pay Now, Pay Later, Hold, Deny, Print App, Revert, and Cancel.

### Registration Detail Tab:

New functionality on the Registration Detail tab:

- **Renewal Preferences** area allows you to select how the customer will receive his or her renewal notice for the upcoming renewal period.  
The options are: Postal or Email

## New on the Credits Tab

**Title And Registration**

VIN 1HFSC2219TA 800155

Vehicle 1996 Honda GL1500A/2 Veh Type Motorcycle

Location Ellsworth - Primary Set <New Set>

Application Vehicle Status Fee Detail Taxes Registration Detail Relate Customers Insurance Mailing **Credits** Documents Exceptions

...	Ac...	Purchase Date	VIN	Type	Make	Model	Plate#	Plate Type	Plate Dispos...	Registration Start Date	Registration End Date	Registration County
-----	-------	---------------	-----	------	------	-------	--------	------------	-----------------	-------------------------	-----------------------	---------------------

**Mailing Instructions**

Mail To <Other>

Delivery Name

Address Type

Address Line 1

Address Line 2

City State Zip Code Country

☐ Moved Out of State

Add

Registration Credit Amount	\$0.00
Registration Fee Refund Amount	\$0.00
Property Tax Credit Amount	\$0.00
Property Tax Refund Amount	\$0.00

Search SI App Validate Pay Now Pay Later Hold Deny Print App Revert Cancel

### Credit Tab:

This is where it shows you the credit of the registration fees if a plate transfer has taken place.

## New on the Documents Tab

**Title And Registration**

VIN: 1HFSC2219TA 800155  
 Location: Ellsworth - Primary  
 Vehicle: 1996 Honda GL1500A/2  
 Veh Type: Motorcycle  
 Set: <New Set>

Application | Vehicle Status | Fee Detail | Taxes | Registration Detail | Relate Customers | Insurance | Mailing | Credits | **Documents** | Exceptions

Req...	Rec...	Documentation Description	Document R...	Comment	Scan...	Scan ...	Remove
<input type="checkbox"/>	<input type="checkbox"/>	Logo/Emblem Use Annual Cert	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Mechanics Lien Affidav TR96M	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Military Service Documentation	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Military-KS Residents-911	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Military-Non KS Residents-910	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Miscellaneous Documents	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	National Guard Appl TR-129	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Odometer Disclosure TR-59	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	OOS Sales Tax Receipt	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ownership Document	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Possessory Lien Affidav TR85	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Power of Attorney	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Proof Of Death Documentation	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Redemption Letter	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Religious Organization PR78RO	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Relinquishment Document	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Rental Excise Exempt Affid TR9	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Repossession Affidavit TR84	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Sales Tax Exempt Entity PR78ED	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Sales Tax Receipt - ST8	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Signature Document	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Special Plate Documentation	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Storage Lien Sale Affid TR965	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Tax Paid Purchase Invoice	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Title Application	▼		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Tow and Storage Bill	▼		<input type="checkbox"/>	<input type="checkbox"/>	

Scan Scan All Later Add

Search SI App Validate Pay Now Pay Later Hold Deny Print App Revert Cancel

### Documents Tab:

New functionality on the Documents Tab:

- **Scan and Scan All Later checkboxes and buttons**

The options are:

Scan

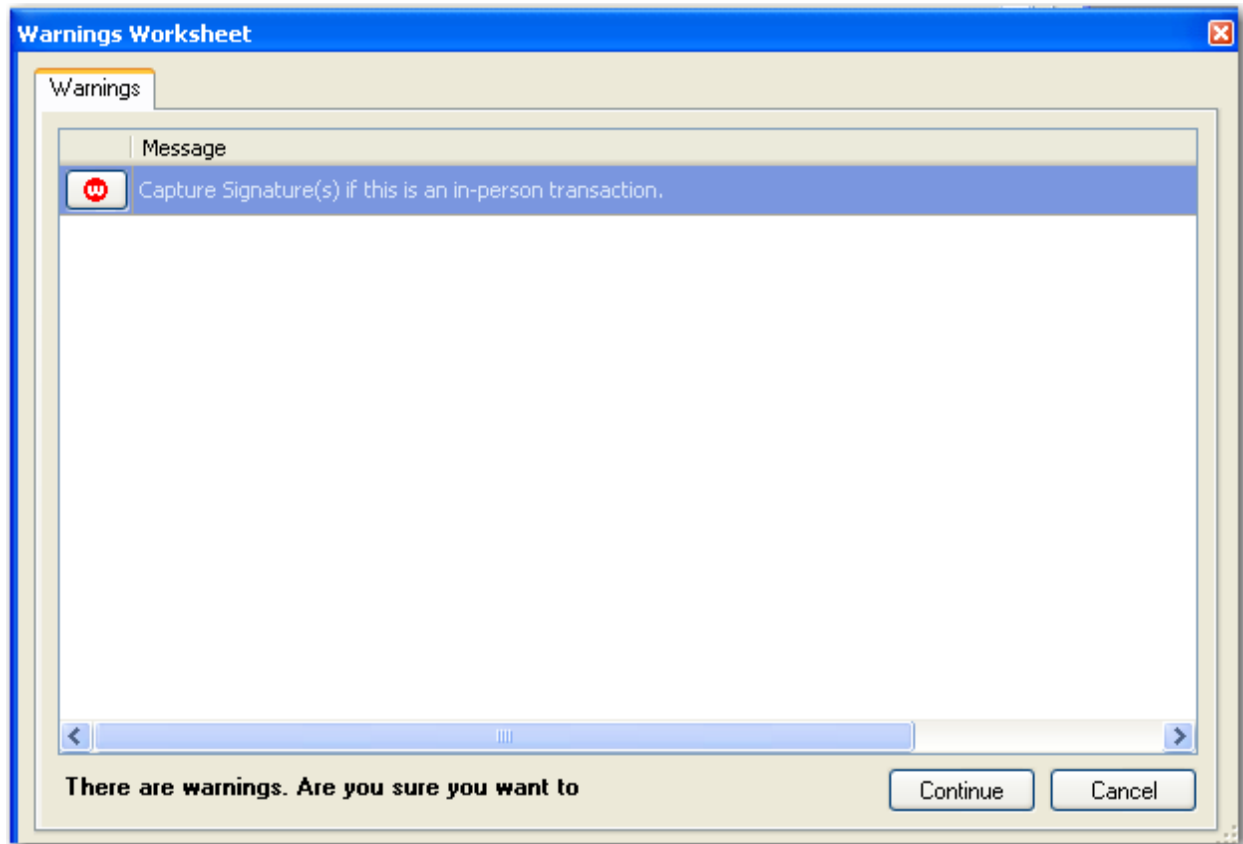
Scan All Later

If you scan all the required documents at the time of the transaction, select Scan.

If you scan all the required documents at a later time (perhaps in a back office scanning process), you select Scan All Later.

**HOW TO:** Since scanning functionality is currently not working in Sandbox, check required documents as Received and click the Scan All Later button.

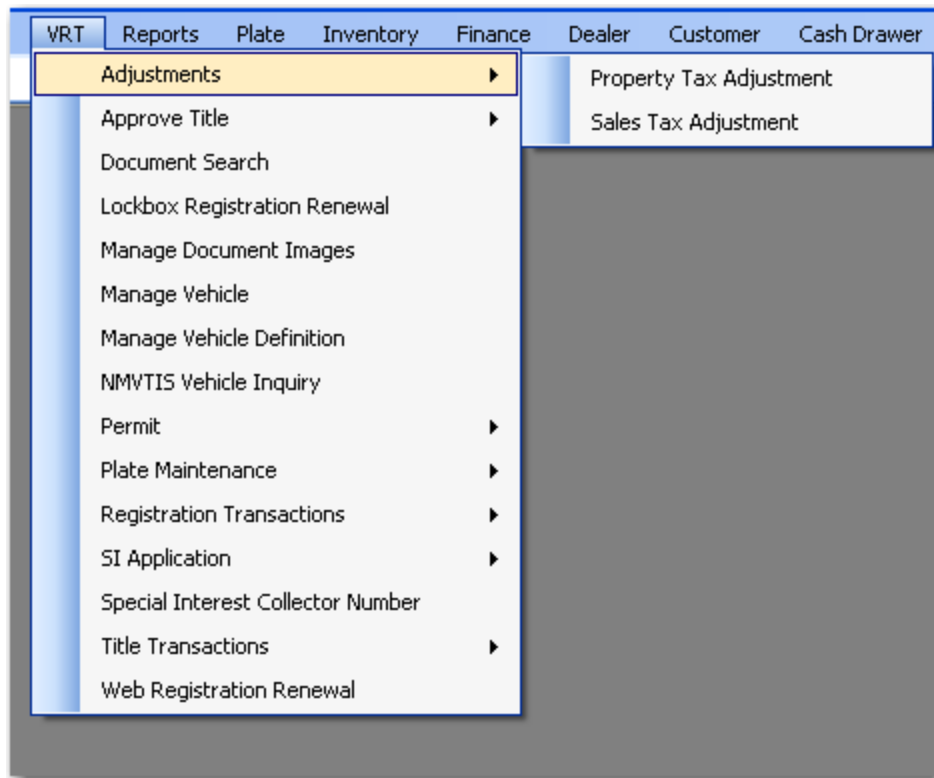
## New **Warnings** You May Encounter



During validation, you may see a Warnings Worksheet like the one displayed above. These type of errors are informational and are intended to be a reminder to the system user. To bypass a warning, click the Continue button.



## New on the VRT Menu



### VRT Menu:

New functionality on the VRT menu:

- **Adjustments**
  - Property Tax Adjustments
  - Sales Tax Adjustment